

SEMHAC Needs Assessment

February 16, 2004 Minutes

Present: Brenda Stimson, Dave Perkins, Keith Meeks, Mallory Waldman, Paula Wilson, Selvy Hall, Terry Lerma, Pat Jacobs, Sarah Farrell, Waymond Burks, Valerie Freeman, Sheryl Davis

Absent: Maxine Lee, Liz Dawsey, Lydia Myers, Christina Fluker, Deb Sloss (excused), Denice Nixon

Guests: Calvin Scarber **Staff:** Kamau Akinyele, Sandra Cavette

Co-Chair		Date Reviewed		
Topic	Discussion	Action	Responsibility	Due Date
Recording Secretary	Dave Perkins			
Agenda	no additions/corrections to the agenda Motion: approve today's agenda.	moved by Mallory, seconded by Paula, motion approved		
Subcommittee reports				
Wayne County	Representative not present	tabled to end of committee reports		
City of Detroit	co-representative not present, Terry does not know where (if any) sites have been secured.	Terry to contact Jonsea to see what he has completed	Terry	3/1/2004
Lapeer County	Deb excused today, report read by Brenda			
St Clair County	Dave presented his report			
Oakland County	Mallory presented her progress			

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Macomb County	Mallory presented her progress	contact Michael Parent for assistance in locations, contact Macomb County United Way	Mallory	3/1/2004
Monroe County	Brenda presented her report			
Provider Survey Committee	No Progress, still waiting for grantees updated RW provider list. User friendly manual copies given to committee members.	committee training will commence after today's meeting	Brenda	2/16/2004
Outreach Committee	Representative not present			
Focus Group Committee	Training for this committee has been rescheduled for 2/25/04 after full council meeting	Mandatory for participants heading this committee!	Keith, Waymond and Brenda	2/25/2004
		Need to request from Chairman to end full council meeting as close as possible to 5:00pm, so we can conduct focus group training afterwards	Brenda	2/17/2004
Publicity	Report from Sarah. Discussion ensued about volunteers she has secured thru her contacts at two Universities. Motion: Sarah head up both publicity and Volunteer committee	(ok, the notes said this was a motion, but there are no names) can anyone remember?		
Revisit to Wayne County	Sarah volunteered to head up Wayne Cty. Motion: Dave, Sarah, Mallory & Selvy to find locations by 2/20/04.	Moved by Paula, seconded by Mallory, motion approved.	email info to either Brenda or Sarah	2/20/2004
Next Meeting	Monday, March 1, 2004	12:00-2:00pm room 420B		
Adjournment	motion to close meeting	Moved by Waymond, seconded by Mallory, motion approved		